**Feedback Mechanism**

**1. Design and Development:**

* First, Meeting of the Board of Studies: where the subject experts design a framework for the collection of the materials for syllabus of Self Learning Materials (SLM).
* Decide and distribution of the works to the concerned authors.
* After the allotted time the materials collected are subjected to the first stage of editing that includes the structure and format, layout and content.
* Second Meeting of the Board of Studies: where further changes are made in the SLM.
* Second stage of editing of the SLM which includes proof reading.
* The prepared SLM is further placed for approval in the Board of Management (BOM).
* After the BOM, the SLM is passed onto and reviewed by the Academic Council (AC) of the University.
* The SLM is then ready to be delivered. If disapproved by the AC, the whole process is restarted.

**2. Delivery:**

**Delivery is done as:**

* Self-Learning Material.
* Contact and Counseling Program.
* Personal Interaction and Counseling throughout the academic session.
* ICT (Social Media)

**3. Evaluation:**

**The process of evaluation includes:**

* Regular feedback from the coordinators
* Regular meetings of CIQA
* Meetings of BoS (Board of Studies) at regular interval
* Assignments
* Examination